



Tillamook Urban Renewal Agency
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TURA Meeting
Tuesday, December 1st, 2009
5:30 P.M.

Board Members present:

Don Hurd: Chairman
 Sally Clay: Vice Chairman
 Carolyn Decker: City Councilor
 Suzanne Weber: City Councilor

Board Members absent:

Aaron Zimmerman: Board Member
 Sean Lambert: Board Member

Staff Present:

Mark Gervasi: City Manager
 Debbi Reeves: Administrative Assistant

Guests/Public: None

Chairman Don Hurd called the meeting to order at 5:37 P.M. Roll call was taken by **Reeves**.

Hurd moved the first item on the agenda regarding project financing and tax revenue discussion to a later time in order to get input from **Zimmerman** and **Lambert**.

Hurd spoke about the need to form a Real Estate committee. He would like to have **Carolyn Decker** as the Chairman of that committee. **Decker** explained that she would act in a Real Estate advisory position of that committee.

- **Weber** made a motion to form a Real Estate Committee with **Decker** as the Chairman and advisor of that committee for the TURA. The motion was seconded by **Clay**. **Hurd** called for the vote and ayes were received by all board members seated. The motion passed unanimously.

Next on agenda **Hurd** explained the letter from **Pauly, Rogers and Co, PC** regarding the audit review proposal for the TURA. Next year the TURA will require a full audit. He asked for a motion to accept the proposal from the CPA's and instruct the Chairman to sign.

- **Weber** made a motion to accept the proposal from **Pauly, Rogers and**

Agency Board Members:
 Don Hurd, Chair; Sally Clay, Vice-Chair;
 Members At Large: Carolyn Decker; Suzanne Weber, Sean Lambert, Aaron Zimmerman
 City Administrator: Mark Gervasi, Staff: Debbi Reeves

Co., PC for a review of the TURA financial records for a maximum amount of \$3,300 and to authorize the Chairman to sign the Letter of Engagement. The motion was seconded by **Decker**. Ayes were received from all board members seated and the motion passed unanimously.

Hurd stated there would not be an executive session and moved on to Concerns of the Board.

Reeves explained she had been in contact with **Erik Anderson** of **Anderson Geological** regarding a Phase One Environmental study for the **Kimmel** property at 1st and Stillwell. **Anderson** sent a proposal letter and **Reeves** gave copies to the board members. **Decker** explained the board had discussed the issue about have a Phase One study done on the property and had included the study as one of the earnest money contingencies. **Hurd** asked for a motion to instruct **Anderson Geological** to provide a Phase One Environmental Study for the **Kimmel** property.

- **Weber** made a motion to instruct **Erik Anderson** of **Anderson Geological** to perform a Phase One Environmental Study for the **Kimmel** property Map #1S1025AD TL#4900 at a flat fee of \$2500.00 and to instruct the Chairman to sign the acceptance letter. A second was made by **Clay**. All members seated voted aye and the motion carried unanimously.

Clay handed **Hurd** a Letter of Resignation from the TURA board effective immediately after the conclusion of the meeting. She explained she was moving out of town and had been transferred to Salem to work. She stated she had enjoyed her time on the TURA board and would miss being a part of the TURA for the past several years. The board discussed what **Clay** has been involved with since the start of the TURA. **Clay** was the last original board member of the agency. She will be missed by the agency and was thanked for her service.

Weber is concerned about the progress of the **Janac** project as the contract deadline of 1/1/2010 is fast approaching. There was a board discussion about how to handle an extension of the contract date and what would be feasible. The work of the project has run into numerous roadblocks. **Hurd** would like to have **Janac** provide the TURA a list of unforeseen issues that have come up and delayed the project. **Hurd** stated he has been in contact with **Janac** and **Henson** about issues with electricity, sprinklers, water lines and other remodel issues. **Decker** said it is imperative to get the contract date extended.

Hurd mentioned a decision needs to be made on financing at the 12/10/09 meeting as **Dianne Burkhart** of **TLC Credit Union** needs to get financing processed for the **Janac**, **Cameron** and **Kimmel** projects. The board would like to have **John Janac** at the 12/10/09 meeting.

Gervasi stated he had received an email from **Erik Anderson** of **Anderson Geological** regarding the **Schmidt** property and that the test holes looked good. **Anderson** will have the report to the board for the December 10th meeting.

Weber mentioned the City Beautification Committee has been busy with Christmas events in the

City and has not had time to discuss playground equipment for Goodspeed Park. **Clay** mentioned there should be grant money available for playground equipment.

Hurd has spoken with **Tom Connaughton** who is the Chair of the Streetscapes Committee. That committee has not been able to get together yet. **Decker** mentioned the streetscapes they will be looking at are at 2nd Street to 3rd Street on Main Avenue.

Hurd brought up the letter from the **Tillamook PUD** regarding the lighting at **Hoquarton Park** and their concerns. The board discussed the lighting. **Clay** mentioned someone should get in touch with the **City of Roseburg** as they have flooding issues at one of areas called Music on the Half Shell. **Gervasi** will call the Roseburg City Manager.

Weber said she is impressed with the work the TURA has done this year and what the board has accomplished so far.

Decker mentioned the **Kimmel** property is in escrow and set to close on 12/18/09. The new TURA plan takes effect on 12/16/09.

With no further business the next meeting date of December 10th, 2009 was announced and the meeting was adjourned by **Hurd** at 6:20 p.m.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman